



Office of Purchasing, Central Services,  
& HUB Program

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SUPPLEMENTAL SUMMARY FOR FY 2015 ANNUAL HUB REPORT  
AGENCY 713

Tarleton State University remains fully committed to its Good Faith Effort by assisting Historically Underutilized Businesses (HUBs) and encourage HUB participation by attending the following Outreach and Ongoing activities:

Accomplishments:

- Created an ongoing relationship with SSC personnel (Outsource Company) who endeavor to help with HUB Purchasing.
- Created competition of Procurement Card users by creating a reward system.
- Sponsored a Mini HUB fair on campus with 4 HUB vendors in attendance May 27<sup>th</sup>, 2015.

Outreach Activities attended from March 2015 through August 2015

- TX DMV 3<sup>rd</sup> Annual HUB Vendor Fair, April 2, 2015
- TUHCA (Texas University HUB Coordinators Alliance) quarterly meeting, April, 16, 2015 with HUB Vendor presentations.
- Alliance Texas 2015, April 23, 2015
- 2015 Procurement Connection Seminar & Expo "Texas is Big Business, May 11-12, 2015.
- TRS 14<sup>th</sup> Annual Purchasing & HUB Connection, May 21, 2015
- Construction & Professional Services HUB Forum, June 11, 2015
- TAMU System HUB Meeting, July 28, 2015
- 2015 Procurement Connection Seminar & Expo, July 29, 2015

Ongoing Activities:

- Providing monthly departmental feedback to Procurement Card Holders on their HUB expenditures.
- Continued Quarterly Reporting as required by Riders 17 & 18.
- Provide faculty and staff members by hosting quarterly "Mini HUB Fairs" to introduce minority & women-owned organizations to our campus.
- Treasurer for Texas Universities HUB Coordinators Alliance (TUHCA) which promotes doing business with HUB vendors. Quarterly meetings include discussions on best practice, legislative updates and other subjects directly related to improving and growing the HUB program
- May 2015, developed an Employee reward system for 75% and over spent with HUB vendors.

Tarleton State University remains fully committed to increasing efforts in strengthening HUB participation at the University by encouraging HUBs first.

Sincerely,

A handwritten signature in blue ink, appearing to read "Elaine Chew".

Elaine Chew

Director of Purchasing, Central Services and HUB Program